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ADMINISTRATIVE MANAGEMENT SOCIETY
215 OL 9-4300 WILLOW GROVE, PENNSYLVANIA 19090

August 1966

Mr. Emmett D. Echols
Director of Personnel
Central Intelligence Agency
Washington, D.C. 20415


AMS PAPERWORK MANAGEMENT AWARDS BANQUET

On behalf of the Officers and Directors of the Administrative Management Society, it is my pleasure to invite you and any other representatives of your Agency you consider appropriate, to the second annual AMS Paperwork Management Awards Banquet to be held at the Shoreham Hotel on September 27.

This year your Agency nominated for this award. I am sure you will recognize the importance of turning out a fine audience to honor those who will receive the awards. Enclosed are thirty tickets. STATINTL

We are planning the banquet so that tables occupied by representatives of your Agency can be appropriately identified. So that we may make the necessary arrangements for your Agency and advise the hotel accordingly, will you please return the unused tickets and money for tickets sold by September 20, to Mr. R. E. Larcom, AMS Headquarters, Willow Grove, Penna.

I am enclosing here a copy of the Banquet Program. We feel sure you will agree it is an outstanding one.


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THE BOARD OF DIRECTORS
OF THE
ADMINISTRATIVE MANAGEMENT SOCIETY

cordially invites you to attend its annual

FEDERAL GOVERNMENT
PAPERWORK MANAGEMENT
AWARDS BANQUET

to be held at the

SHOREHAM HOTEL

Washington, D. C.

on

TUESDAY, SEPTEMBER 27, 1966

Social Hour: 6:30 P.M.

For Tickets See:

Dinner: 7:30 P.M.

Speaker:

Elmer B. Staats
Comptroller General
United States of America

\$8.25 per person

Dress Informal

R.S.V.P.

Tables Seat Ten

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